

1.0 INTRODUCTION

1.1 PURPOSE

The purpose of this Invitation to Bid (IFB) is to establish a twenty-four (24) month contract for an Interexchange Carrier (IXC) to provide inmate long distance collect telephone service to telephones located at the Detention & Corrections facility of the Pinellas County Sheriff's Office (PCSO), (also known as the Pinellas County Jail), and pay the Pinellas County Sheriff a commission.

**READ AND UNDERSTOOD.**

1.2 RENEWAL

The Sheriff's Office reserves the option to renew this contract, or any portion thereof, for up to two (2) additional contract periods, upon mutual agreement, in writing.

**READ AND UNDERSTOOD.**

1.3 SCOPE

This IFB delineates the requirements for a Interexchange Carrier to provide Inter-lata long distance services from telephones located at the Pinellas County Jail, 14400 49th Street North, Clearwater, Florida 34622. The PCSO is seeking an IXC that will provide long distance telephone services as required by this Bid, and pay the PCSO a commission fee for the contractual right to provide such services.

It is to be clearly understood that while the PCSO is seeking an IXC that will provide a commission, it is not soliciting an IXC that will increase the present cost of services.

Basically, the IFB will be used to select an IXC that will provide the following:

- A. Inter-lata telephone services.
- B. Domestic and international exchange termination's.
- C. Operator services.
- D. Acceptable grade of service.
- E. Acceptable billing and collection data.
- F. Acceptable rate of commission.

**READ AND UNDERSTOOD.**

**Read and Understood.** It is not customary to allow third party calling, access to directory assistance, or access to other carriers from correctional facilities. Because VAC's rates are capped by the PSC at prevailing dominant carrier rate levels, access to other carriers is not necessary. In addition, the incidence of fraud and abuse is greatly increased by allowing such calls to be placed by inmates..

## **2.8     RATE STRUCTURE**

The rates associated with this Bid shall not exceed the current Florida Public Service Commission published and approved AT&T Inter-lata rates including surcharges in effect at the time of the bid opening. Also, all calls will be billed air miles directly to the termination point regardless of the route taken.

The IXC shall notify the Purchasing Agent sixty (60) days in advance of any plan or petition to the Florida Public Service Commission to modify or increase their tariffs.

**Read and Understood.**

## **2.9     BILLING DATA**

The Bidder shall be able to provide the PSCO a monthly billing document that will provide the following basic reports:

- A. Name of agency commissions are to be payed.
- B. Payphone number and address.
- C. Total minutes of usage per payphone.
- D. Total revenues per payphone.
- E. Commissions earned per payphone.
- F. Total revenue and commissions for all phones.

**Read and Understood.** The VAC System 20 allows the facility to view (or print in report form) call detail on a real-time basis. In addition to the system generated reporting capabilities , VAC uses the information gained through the polling process to generate several useful administrative reports. These reports include monthly property summary reports, monthly principal summary reports, call database reports, trunk reports by hour and frequently called number reports. VAC customers have the option of utilizing these powerful on-site reporting capabilities or may rely on VAC personnel to generate this data, or a combination of both. This flexibility allows each facility to tailor their system to optimize administrative time management. Additional customized reports can be provided by VAC at Pinellas County's request. Samples of VAC's reports are provided in Tab 4 to this proposal.



COMMONWEALTH OF PENNSYLVANIA  
**EXECUTIVE OFFICES**  
OFFICE OF ADMINISTRATION  
Bureau of Automated Technology Management  
P.O. Box 1326  
Harrisburg, Pennsylvania 17120-1326

May 20, 1992

Dear Vendor:

You are invited to submit a proposal to the Commonwealth of Pennsylvania, Office of Administration, Bureau of Automated Technology Management, for coin/card telephone and collect only inmate service, to be installed throughout the Commonwealth of Pennsylvania. Enclosed is the Request for Proposal (RFP).

A mandatory pre-proposal conference will be conducted on June 10, 1992, at 1:00 p.m. The location is Heritage Suites A & B, 333 Market Street, Harrisburg, Pennsylvania. It is vitally important that each vendor who expects to respond prepare questions after reading and analyzing the RFP. It will be helpful if questions are submitted in writing to the Issuing Office, as identified in par. 2.6 of the RFP, by June 1, 1992. This RFP covers over 2500 Commonwealth controlled public telephones and 580 inmate telephones. There are many complicated requirements to be met by each vendor. To ensure that maximum time can be spent on the important issues, vendors must read and understand the total requirement prior to the pre-proposal conference.

Proposals must be received at the Issuing Office on or before 3:00 p.m., July 9, 1992. It is anticipated that the evaluation and selection of a vendor will be completed within four (4) weeks after the deadline for receipt of proposals.

Section 12, Standard Agreement, will be issued at the pre-proposal conference. If there are any questions please contact Mr. John F. Harkins at (717) 787-9776.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph S. Connovitch".

Joseph S. Connovitch, Director

Enclosure

#### 8.1 CALL RATE AFFORDABILITY:

The public coin and/or card telephones will be predominantly utilized by the citizens and visitors to the Commonwealth. The inmate telephones will be used by inmates incarcerated in the State Correctional Institutions. Therefore, it is essential that the services are provided at reasonable and customary rates and charges. The vendor's rates must be in compliance with the following specifications:

- a. The cost for the initial period for a local coin call must not exceed the PUC approved rate.
- b. The cost for IntraLata calls must NOT exceed the approved tariff rates of the local exchange company.
- c. Time of day and day of week discounts as approved by the PUC must be properly applied to IntraLata toll calls.
- d. InterLata call rates must not exceed the FCC approved rates of the dominant long distance carrier.
- e. Time of day and day of week discounts must be properly applied to InterLata toll calls.
- f. IntraLata collect, calling card, and third number surcharges for both station-to-station and person-to-person calls must not exceed the rates charged by the local exchange carrier and approved by the PUC.
- g. InterLata collect, calling card, and third number surcharges for both station-to-station and person-to-person calls must not exceed the FCC approved rate of the dominant InterLata carrier.

- h. The cost of a local collect call including surcharge from the inmate stations must not exceed the PUC approved rate.
- i. IntraLata collect call rates including surcharge from the inmate stations must not exceed the rates charged by the local exchange carrier and approved by the PUC. Time of day and day of week discounts as approved by the PUC must be properly applied.
- j. InterLata collect call rates including surcharge from the inmate stations must not exceed the FCC approved rates of the dominant long distance carrier. Time of day and day of week discounts must be properly applied.
- k. If there are questions relative to matters handled by the Pennsylvania Public Utility Commission, Mr. Alan C. Kohler, Assistant Counsel, Law Bureau, P.U.C., may be contacted at (717) 783-2810. He will answer any questions and provide written rules and regulations as needed.

8.2 MOVES, CHANGES, ADDITIONS, AND DELETIONS:

Each agency participating under this contract shall have the right to initiate moves, changes, additions, and/or deletions of System A and System B stations. Each agency TMO will work with the awarded vendor to establish public telephone locations and the number of stations required at each. These moves, changes, additions and/or deletions will be accomplished at no cost to the Commonwealth.

Oakland County  
Department of Public Works  
Facilities Maintenance & Operations  
Telephone Communications Unit

May 7, 1993

**Request for Proposal  
Inmate Collect Only and Pay Phone Service**

Please note the following important deadlines and dates:

1. **Monday, May 24, 1993: 5:00 P.M.** is the deadline for reservations for those planning to attend the Pre-Bid Meeting. Call Mr. Steve Stanford at (313) 858-0129 for your reservation. Note: Attendance is mandatory for some modules and not for others. Refer to the specifications for details.
2. **Thursday, May 27, 1993: 9:00 A.M.** is the time for the Pre-Bid Meeting. Refer to the specifications for details.
3. **Wednesday, June 16, 1993: 10:00 A.M.** is the deadline for all proposals. Any proposal received after this time and date will not be considered. Refer to the specifications for details.

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Section D:  
RATES AND COMMISSIONS

1. SURCHARGES AND TELECOMMUNICATION RATES

All rate policies are subject to changes initiated by the Federal Communications Commission and/or the Michigan Public Service Commission. This Contractor, as a supplier of regulated or unregulated services, will ensure that all telecommunication rates charged will be equal to the rate/mileage schedules and surcharges charged by time of day and day of week, including special holiday rates, by the prevailing dominant regulated telecommunication providers of intra-LATA and inter-LATA telecommunication services during the Contract period. For the purposes of this proposal, the prevailing dominant intra-LATA telecommunications provider is Michigan Bell Telephone Company (Ameritech), and the prevailing dominant inter-LATA telecommunications provider is American Telephone and Telegraph (AT&T).

This Contractor will attach copies of all current applicable AT&T's and Michigan Bell's tariffs detailing all charges, rates, and mileage bands as part of this RFP. Failure to supply this information may be cause for rejection of your proposal.

This Contractor will submit written notification to the County Representative within sixty (60) days of any change in prevailing dominant regulated telecommunication providers and/or approved rate changes pursuant to an application and resulting in a Michigan Public Services Commission or Federal Communications Commission Order. Contractor's failure to furnish this written notification and accordingly adjust commission payments to the County retroactive to the effective date of the Order may be just cause for cancellation of this Contract. Written notification will include a copy of the tariff(s) detailing all charges and rates.

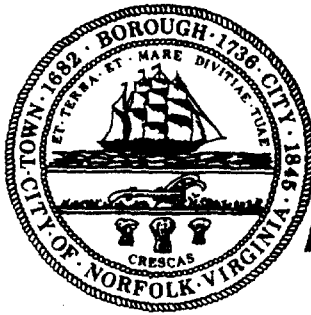
2. GROSS REVENUES BILLED HISTORIES - 1992

The following is an itemization of "gross revenues billed" by our present providers of service by type of service for 1992 to be used by this Contractor as a guideline in determining future potential gross revenues billed. Oakland County does not guarantee the accuracy of dollar amounts or quantities as provided by the County's present providers of service indicated below:

# VALUE-ADDED COMMUNICATIONS, INC.

RESPONSE TO . . .

REQUEST FOR PROPOSAL NO. 84267  
for an  
INMATE TELEPHONE SYSTEM  
(NON-CASH/COLLECT CALL)



**City of  
Norfolk**

JUNE 13, 1994  
1:00 PM, EDT



**attempts to circumvent the System's controls.**

v. **Portable Cart Phone:**

The system shall provide two (2) portable carts with security telephones; one in the booking/holding tank area and one in the juvenile section. These telephones will operate the same as the "fixed" inmate telephones.

**Read and understood.**

2. **FEES AND CHARGES:**

Intra-lata charges shall not exceed that of the local telephone company. Inter-lata charges will not exceed the AT&T rate for call rates originating from the City complex. The City and/or the Sheriff's Office will not be responsible for any non-collectable revenue. Offeror must state any applicable surcharges in detail. The City and/or the Sheriff's Office will not be responsible for any charges incurred due to toll fraud. The inmates should only be able to make collect calls, with the exception of toll free call(s) allowed in the case of inmates calling their attorneys and bondsmen.

**Inmate calling is limited to collect calling only. Local and intraLATA calls are charged the same rates for a collect call as the local telephone company would charge. InterLATA and interstate calls mirror those charges assessed by AT&T for a collect call. In all cases where time of day discounts are offered by AT&T and the local phone company, VAC will mirror these discounts as well. IntraLATA, interLATA, and interstate rates are comprised of a per call operator charge plus a per minute charge which is discounted in the evening and night/weekend time periods. Local call charges consist of a per call charge only regardless of the call duration. No additional surcharges will be added by VAC. The Virginia Public Service Commission rules for operator services rates allows for a location surcharge of up to \$1 to be added to each long distance call. If desired by the City, VAC will add this charge and pass the revenues through to the City.**

3. **COMMISSIONS:**

For the right of providing an inmate telephone system, offeror shall pay the Sheriff's Office, as a commission, a percentage of billable gross revenues, less taxes, for each telephone. Commission payments shall be made to the Sheriff's Office within 30 days of the end of each month.

**Read and understood. VAC proposes to pay the Sheriff's Office a commission on true gross revenues (includes operator charge and usage charges) with no deductions for uncollectible or fraudulent calls, line charges or for any other cost associated with providing the service proposed herein. The commission rate proposed is detailed in the**

**INMATE TELEPHONE SYSTEM**  
**for**  
**NASSAU COUNTY CORRECTIONAL CENTER**  
**EAST MEADOW, NEW YORK**

**Prepared by:**  
**ROBERT J. WALSH & ASSOCIATES**  
**SHELTON, CONNECTICUT**

**December, 1992**

### **VENDOR OBLIGATIONS**

1. The Vendor cannot charge more than the tariffed (N.Y. PUC and FCC) dominate carrier rates (RBOC and AT&T) for all categories of local, Intra Lata and inter-lata calls (no surcharges), including time of day and day of week discounts. A Successful Bidder will install the complete system at its expense. There will be no expense to the county. This will entail wiring and installation of phones and support computer system and maintaining same onsite.
2. There must be a percentage of rebate back to the County on all phone calls, (both Intra and Inter Lata) generated by the inmates. The percentage will be based on gross revenues.
3. There shall be a system admin/technician onsite (scheduled a minimum of five days weekly for a full 40 hours) except for holidays weeks, to perform routine and preventive maintenance on the entire system.
4. The Successful Vendor will be responsible for repair and/or replacement of the computer, supplies, software and all related peripherals.
5. The County will not be liable or responsible for any unpaid phone bills (non-collectible) due to fraud on behalf of the inmates. If the inmates vandalize the system in any manner, the county will not be held liable. If the inmates find a way to compromise the system that is unforeseen by the County and the Successful Bidder, the Vendor shall make every effort to rectify the problem.
6. Prospective Bidders must have \$1,000,000 or more in gross inmate phone billing revenues yearly.
7. Prospective Bidders must supply 3 references of past and 3 references of present correctional institution customers.
8. The successful Vendor will be responsible for the training of the County Correctional Center's Communications staff in all aspects of the telephone system. This includes the repair of hardware and the operation of hardware and software.
9. In the event any "off site" training is required the Successful Vendor will be responsible for the transportation and housing of two NCCC Communications personnel, including meals and all related costs.

STATE OF MINNESOTA

Department of  
Administration



INTERTECHNOLOGIES  
GROUP

# **Request for Proposal for Inmate Calling Systems**

**Department of Corrections  
Moose Lake**

**Telecommunications  
January 1993**

### III. REQUIREMENTS

The items listed in this section are mandatory, an RFP which fails to comply with these requirements will be rejected.

#### A. General Requirements

1. Call charges, including per call surcharges and per minute charges shall not exceed predominant carrier rates for interLATA services, nor local exchange carrier rates for intraLATA services for comparable services charged to the person called.

**READ AND UNDERSTOOD. VAC RATES WILL MIRROR THE DOMINANT CARRIER RATES ON FILE IN EACH JURISDICTION.**

2. The State will have no liability for fraudulent calls, uncollectables, or disputed charges.

**READ AND UNDERSTOOD. VAC ACCEPTS RESPONSIBILITY FOR FRAUDULENT, UNCOLLECTIBLE, AND/OR DISPUTED CHARGES. IN ADDITION, VAC VALIDATES THE BILLING INFORMATION ON EACH CALL IN ORDER TO PREVENT SUCH ACTIVITY WHEREVER POSSIBLE.**

# MOBILE COUNTY COMMISSION

P.O. Box 1443

Mobile, Alabama 36633

109 Government Street 36602

BID INVITATION

MARCH 28, 1994

NO. 24-94

In accordance with General Act No. 217, Special Session 1967, notice is hereby given that the Mobile County Commission, Mobile, Alabama, will receive bids on the following items:

**INMATE TELEPHONE INSTALLATION FOR THE MOBILE COUNTY JAIL COMPLEX AND JAMES T STRICKLAND YOUTH CENTER (OPTIONS A, B AND/OR C) AS PER ATTACHED SPECIFICATIONS:**

Any questions or comments concerning the bid requirements must be brought to the attention of the Mobile County Commission, P. O. Box 1443, Mobile, Alabama 36633 or the Communication Engineer, Mr. Cole Appelman, P.E., of Hayes, Seay, Mattern & Mattern, Inc., 900 Western America Circle, Suite 300, Mobile, Alabama 36609, prior to or at the bid opening or will be forever waived.

THE MOBILE COUNTY COMMISSION DOES NOT DISCRIMINATE ON THE BASIS OF AGE, SEX, HANDICAPPED DISABILITIES OR ETHNIC ORIGIN.

F.O.B. Mobile DATE OF DELIVERY \_\_\_\_\_ TERMS \_\_\_\_\_

You are invited to bid on the above specifications. The restrictions contained herein are for the purpose of fixing a quality level, and any deviation therefrom must, in detail establish that it meets the quality requirements.

BIDS WILL BE RECEIVED UNTIL 10:00 A.M. APRIL 20 , 19 94

ALL BIDS MUST BE SEALED, THE WORD "BID", THE BID NUMBER AND THE NAME OF THE ITEM MARKED ON THE OUTSIDE OF THE ENVELOPE. THE COMMISSION RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.

MOBILE COUNTY COMMISSION

*Douglas E. Medling*  
W. C. BELVESTON, Administrator

We propose to meet the above specifications for the sum  
of \$ SEE ATTACHED PAGE NUMBERS 3, 4 & 5 .

RESPECTFULLY

By \_\_\_\_\_

SCHEDULE B

PROPOSED PRICING AND COMMISSION SCHEDULE

Utilizing schedule A and vendor's PSC approved tariffs, vendor shall provide a worksheet (proforma) that calculates and projects commissions payable to the County Commission.

*AL caps inmate calls at dominant carrier rates.*



*The Commonwealth of Massachusetts*  
*Executive Office of Public Safety*  
*Department of Correction*

William F. Weld  
Governor

Larry E. DuBois  
Commissioner

Michael T. Maloney  
Deputy Commissioner

*Leverett Saltonstall Building, Government Center*  
*100 Cambridge Street, Boston, Mass. 02202*

(617) 727-3300

**MEMORANDUM**

TO: James Kneeland  
Director of BITA

FROM: Peter V. Macchi  
Director of Administrative Services

RE: Technical and Business Specifications Report for an INMATE CALLING  
SYSTEM and Related Services (BITA File #1000-10225-3)

DATE: August 6, 1993

I. INTRODUCTION

As Chairperson for the Selection Board, I hereby submit this Technical and Business Specifications Report for an Inmate Calling System and related services for the Department of Correction. This report will discuss the evaluation of proposals submitted in response to this RFP.

II. OVERVIEW

On February 17, 1993, the above referenced RFP was released by DPGS. The Department of Correction has received proposals for furnishing, installing and maintaining an Inmate Calling System for use in all State-managed correctional institutions. A vendor's conference was held on February 25, 1993. On March 15, 1993 the Selection Board issued responses to written inquiries and amendments to the RFP. The RFP due date was later amended on April 15, 1993 and again on May 5, 1993. It was necessary to extend the proposal due date to allow clarification in regards to



**unbillable calls, fraudulent calls, uncollectible calls, or any other costs associated with providing this service.**

- 4.9.6 The Vendor must agree that the DOC and the Commonwealth bear no responsibility for theft of funds; and furthermore, that no stolen or lost funds will be deducted from billings on which commissions are paid to the DOC.

**Read and Understood.**

- 4.9.7 The Vendor must agree that the DOC will bear no responsibility for unbillable or uncollectible calls. Unbillable or uncollectible calls may not be deducted from billings on which commissions are paid to the DOC.

**Read and Understood. VAC pays commissions based on total gross revenue. Specifically, the total rated charges for every accepted collect call are multiplied against the offered commission rate. There are NO deductions made for line costs, long distance costs, unbillable calls, fraudulent calls, uncollectible calls, or any other costs associated with providing this service.**

- 4.9.8 The Vendor must agree to charge INTRALATA rates equal to New England Telephone Schedule Two tariffed usage rates as of the issue date of this addendum. In addition, each completed call may be charged an Inmate Dialed Automated Collect Station surcharge of \$1.50, or if the inmate places an automated person-to-person collect call, a surcharge of \$2.50. These rates have not been approved by the Massachusetts Department of Public Utilities (DPU) and are subject to their approval. These rates, and any other rates, must be filed with the Massachusetts DPU and approved by the Massachusetts DPU and DOC.

Airline Miles	Initial Period Rates			Overtime Period Rates		
	Day	Evening	Night/ Weekend	Day	Evening	Night/ Weekend
0 - 10	\$.16	\$.094	\$.046	\$.07	\$.055	\$.036
11 - 14	\$.23	\$.139	\$.074	\$.10	\$.058	\$.036
15 +	\$.29	\$.178	\$.098	\$.12	\$.071	\$.036

**Per Call Surcharges**

Customer Dialed Collect & Billed To Third Number \$ .86\*

Customer Dialed Collect Person - to - Person \$2.50

**NOTE: Usage rates and Person -to-Person rates mirror NET Schedule Two Read and Understood.**

- 4.9.9 The Vendor must agree that INTERLATA rates to be charged are not to exceed tariffed AT&T INTERLATA rates as filed with the MASS D.P.U. and F.C.C.

**Read and Understood.**

- 4.9.10 The DOC or the Commonwealth retains the right to audit the calling data and revenues resulting in commissions. The Vendor must commit to this in its proposal. The Commonwealth must furnish the Vendor ten (10) days written notice prior to executing this right to audit. All information necessary for the Commonwealth or the DOC to complete such an audit must be maintained and made available to the DOC upon request.

**Read and Understood. As a provision of this proposal, VAC will provide complete auditing information. It is however, important to note that these costs are the responsibility of VAC and will not affect commission calculations.**

- 4.9.11 The Vendor must monthly forward one check, representing total commissions for all calls (intraLATA and interLATA) to:

Massachusetts Department of Correction  
Director of Administrative Services  
100 Cambridge Street  
Room 2110  
Boston, Ma. 02202

**Read and Understood.**

- 4.9.12 Included with the monthly commission check must be a "Call Detail Report". This report must detail each call during the reporting period and a minimum of:

- INSTITUTION NAME
- ORIGINATING NUMBER
- TERMINATING NUMBER
- TIME OF DAY OF THE CALL
- LENGTH OF THE CALL
- AMOUNT CHARGED FOR THE CALL

MARICOPA COUNTY  
REQUEST FOR PROPOSALS  
SERIAL 93137-RFP

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12.0 PRICE SCHEDULE:

12.1 PUBLIC PAY TELEPHONE CONCESSION:

Prices for public pay telephone service are established below for intra LATA and inter LATA sent-paid and non-sent-paid calls.

<u>Telephone</u>	<u>Location</u>	<u>Tariff Rates</u>
Local calls, Toll calls, Intra LATA and non-sent paid	For the Institutions listed in paragraph 11.0, Equipment Requirements	Not to exceed current state tariff rates applicable to LECs or the rate charged by the LEC, whichever is less, within affected areas for charge-call telephones.

Prices for public pay telephone service are established below for intra LATA and inter LATA sent-paid and non-sent-paid calls.

<u>Telephone</u>	<u>Location</u>	<u>Tariff Rates</u>
Long Distance, Inter LATA and non-sent paid	For the Institutions listed in paragraph 11.0, Equipment Requirements	Not to exceed federal tariff rates applicable to AT&T for charge-call (coin- less) telephones. For non-sent paid calls, the total amount of the call can be rounded to the nearest nickel increment or nickel can be added to the price

13.0 FEE SCHEDULE:

13.1 FEE PROPOSAL:

The components of charge-call (coinless) telephone service outlined in Equipment Specifications/Scope of Service and described in this solicitation may have varying sales and income generating capabilities for different offerors. This is provided for on the attached fee schedule form for the Institutions listed in Equipment Requirements on the attached form, you must enter your most competitive fees, as explained below, for the contract periods listed, whichever is most advantageous to you, for charge-call (coinless) services. The fees for charge-call (coinless) service will be based on the total combined monthly sales for all locations in this contract during the contract period specified. MCSO may request the percentage fees be broken out according to local, toll, long distance, international, and debit canteen.

13.1.1 Percent (%) of Sales To Be Reported: The single percentage of sales to be reported must be entered for non-sent-paid service for charge-call (coinless) telephones. If the sales for any type of service are not to be reported, enter "NONE".

THERE WILL BE A MANDATORY PRE-PROPOSAL  
CONFERENCE HELD JANUARY 7, 1993 AT 10:00 AM  
AT THE BOARD OF REGENTS AUDITORIUM, STATE  
OFFICE BUILDING, 1ST FLOOR, 150 3RD STREET,  
BATON ROUGE, LOUISIANA

# STATE OF LOUISIANA

---



## NOTICE TO PROPOSAL

Z 91876 YT

BID OPENING DATE: 02-17-93 AT 10:00 AM

PRISON PAY TELEPHONE SERVICE

CATEGORY

BID OF

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
STREET OR BOX NO.

\_\_\_\_\_  
CITY OR TOWN

DIVISION OF ADMINISTRATION  
RAYMOND J. LABORDE  
Commissioner

## 1.3.17 APPLICATION OF TARIFFS

The contractor must ensure that all tariffs are properly applied. Price gouging will not be tolerated by the State. If the State receives complaints from the public or discovers through audit procedures that tariffs have been mis-applied, the incident will be reported to the Louisiana Public Service Commission or FCC for appropriate action. The State will provide the State Purchasing Office with a copy of the incident report. Mis-application of the tariff may result in a request by the Department of Corrections for cancellation of the contract and debarment.

## 1.3.18 TARIFF INFORMATION REQUIRED

Each proposer shall provide copies of proposer's approved Louisiana Public Service Commission tariffs and FCC tariffs (see 1.3.9).

Appendix B forms must be used to provide this information.

## 1.3.19 MAXIMUM END USER RATES

Charges to the end user shall not exceed tariffs submitted with their proposal or subsequent tariffs approved by the PSC or FCC.

## 1.4 PROPOSAL SUBMISSION PROCEDURES

## 1.4.1 CALENDAR OF EVENTS

Release RFP:	<u>12/16/92</u>
Pre-Bid Conference:	<u>01/07/93 - 10:00 AM</u>
Board of Regents Auditorium	_____
State Office Bldg., 1st Floor	_____
150 3rd Street	_____
Baton Rouge, Louisiana	_____
Deadline to Receive Inquiries:	<u>01/21/93</u>
Answer Inquiries:	<u>02/03/93</u>
Proposal Opening:	<u>02/17/93</u> 10:00 A.M.

**NOTE: Attendance at the Pre-Bid Conference is mandatory. Proposals from parties who did not attend the vendors' conference will not be considered.**

## 1.4.2 DELIVERY OF PROPOSALS

All copies of each proposal shall be mailed or hand delivered. If mailed, the address is:

State Purchasing-Division of Administration  
P. O. Box 94095, Capitol Station  
Baton Rouge, LA 70804-9095

*LA inmate charges capped at dominant carrier rates.*

## STATE OF KANSAS



*Joan*  
4-15-93

*Sue's Copy*

DEPARTMENT OF ADMINISTRATION  
Division of Purchases

JOAN FINNEY,  
Governor  
JACK R. SHIPMAN  
Director of Purchases

Landon State Office Building  
900 Jackson, Room 102 N  
Topeka, Kansas 66612-1286  
(913) 296-2376

*Questions: 4-6-93*

*Commissioning System -*

*- Answer - They do not  
have today - may purchase  
in future - system needs  
to interface for debit.  
we don't need to buy one  
for the state*

*(Sue)*

Contract No. 29563

Replaces Contract Number: NEW

Date Mailed: April 2, 1993

Closing Date,  
2:00 p.m., April 19, 1993 ✓ *no change as of 4-6-93*

Contracting  
Officer: David W. Metzenthin

Telephone: (913) 296-3123

## NOTICE TO BIDDERS

Invitations are hereby extended for bids on the attached proposed contract.

TYPE OF CONTRACT: OPEN END CONTRACT X CONTRACT       

ITEM: PAY TELEPHONE SERVICES

AGENCIES: YOUTH CENTERS LOCATED IN LARNED, TOPEKA, BELOIT, AND  
ATCHISON, KANSAS

PERIOD OF CONTRACT: Five (5) years with the option to terminate  
contract on the yearly anniversary date over the next four (4) years.

GUARANTEE: Not Required.

Specifications and conditions for bidding and bid forms are attached. The signature page and bid form are to be completed and returned in the enclosed envelope not later than the closing date and time indicated. Inquiries relative to this proposal should indicate the contract number and be directed to the above Contracting Officer.

The State reserves the right to reject any or all proposals (bids) and to waive technicalities.

OPEN END CONTRACT: An open End Contract shall be construed as a contractual agreement between a supplier and the State of Kansas to furnish an undetermined quantity of a commodity (or service) in a given period of time. This may be guided by an estimated quantity based on previous history or other means.

CONTRACT: A Contract shall be construed as a contractual agreement between a supplier and the State of Kansas to furnish a predetermined quantity of a commodity (or service) in a given period of time.

so service can be performed, or technical personnel dispatched if required.

19. INSTALLATION: Maintenance and Installation of system must include all equipment and cables. The Vendor must provide complete installation including all station cabling between the instrument and the local operating company interface.
20. RATES: All rates and surcharges must mirror the rates approved by the Kansas Public Utility Commission for all local intra-lata and intra-state tariffs. All interstate rates and surcharges must mirror the prevailing rates as charged by AT&T and reflect any changes as they occur, within 30 days of AT&T's effective rate change. Under no circumstance will there be any additional surcharges or higher rates accepted.
21. DISABLE FEATURE: The system must have the ability to disable certain stations or banks of stations.
22. CALL BRANDING: System must have "voice overlay/call branding" or "background announce".

#### DOCUMENTATION REQUIREMENTS

All bids shall provide documentation for the following questions and requirements.

1. Provide the names and locations of the manager and service technicians in the local service area.
2. Provide a detailed description of service policies and procedures.
3. Provide service escalation policy. After award, successful vendor shall provide name and telephone number of appropriate personnel.
4. Are Vendor's prices regulated by a tariff? If yes, Vendor must provide a copy of the tariff stating the conditions under which Vendor will maintain the proposed service.
5. State the number of years company has been in the public/inmate telephone business.
6. Provide a detailed history of the company and its experience in the telecommunications industry.
7. State any special environmental requirements such as special air-conditioning, raised flooring. Floor and/or wall space requirements due to electrical outlet restrictions, if an equipment room is required.
8. If the proposed system requires an on site processor or a switch/PBX, provide detailed descriptions.
9. State the current power load required to support the proposed on site processor.
10. Provide the FCC Registration Number for all the equipment proposed.



**REQUEST FOR PROPOSALS**

**-FOR-**

**STATE OF ILLINOIS  
INMATE CALLING SERVICE**

**Issued By:**

**Department of Central Management Services**

**Stephen B. Schnorf, Director**

**Bureau of Communication and Computer Services**

**W. M. Vetter, Manager**

**January, 1994**